

RTK 432



pennsylvania
OFFICE OF OPEN RECORDS



Springettsbury Township
1501 Mt. Zion Road
York, PA 17402
(717) 757-3521 (Phone)
(717) 505-0455 (Fax)
www.springettsbury.com

STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 3/1/17

REQUEST SUBMITTED BY: E-MAIL U.S. MAIL FAX IN-PERSON

NAME OF REQUESTOR: Francene Gonzales

STREET ADDRESS: 7141 Rosecrans ave

CITY/STATE/COUNTY (Required): El Segundo, CA 90245

TELEPHONE (Optional): [REDACTED]

RECORDS REQUESTED:

**Provide as much specific detail as possible so the agency can identify the information.*

- List of cell towers and Billboards
- List of Building permits

DO YOU WANT COPIES? YES or NO

DO YOU WANT TO INSPECT THE RECORDS? YES or NO

DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or NO

RIGHT TO KNOW OFFICER: **ABEGALE GIBB**
abby.gibb@springettsbury.com

DATE RECEIVED BY THE AGENCY: 3/1/2017

AGENCY FIVE (5)-DAY RESPONSE DUE: 3/8/17
30 Day Response Due: 4/7/17

****Public bodies may fill anonymous verbal or written requests. If the requestor wishes to pursue the relief and remedies provided for in this Act, the request must be in writing. (Section 702.) Written requests need not include an explanation why information is sought or the intended use of the information unless otherwise required by law. (Section 703.)**

Questions: please contact the Office of Open Records at (717) 346-9903 or openrecords@state.pa.us



COAT OF ARMS OF SPRINGETT PENN
1701-1731

SPRINGETTSBURY TOWNSHIP

1501 Mt. Zion Road
York, Pennsylvania 17402
717-757-3521 Fax: 717-757-7856
www.springettsbury.com
email: info@springettsbury.com

Police: 717-757-3525 Fax: 717-840-1908
Police and Fire Emergencies - Dial 911
Recreation Office: 717-505-0406

Wastewater Treatment Facility
3501 North Sherman Street
717-757-3521 Fax: 717-840-0680

BOARD OF SUPERVISORS

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Benjamin B. Marchant

March 8, 2017

Ms. Francene Gonzales
2141 Rosecrans Avenue
El Segundo, CA 90245

Re: **RIGHT-TO-KNOW REQUEST –Building Permits**

Dear Ms. Gonzales,

Thank you for writing to Springettsbury Township with your request for:

1. “List of Cell Towers and Billboards”

The Township does not maintain a list of cell towers and billboards, therefore no records exist.

Pennsylvania Right to Know Law Act 3 of 2008 Section 705: Creation of record. When responding to a request for access, an agency shall not be required to create a record which does not currently exist or to compile, maintain, format or organize a record in a manner in which the agency does not currently compile, maintain, format or organize the record.

2. List of Building permits

Building permit information is posted to the Township website. For current year to date information, please visit www.springettsbury.com, on the left-side column, select Departments and click Building Permits/Planning/Zoning, scroll to the end of the page and select the file titled “2017 YTD Building Permits Approved (Jan - Feb).”

Pennsylvania Right To Know Law, Act 3 of 2008 Section 704. Electronic Access: (b) (1) In addition to the requirements of section 701, an agency may respond to a request by notifying the requester that the record is available through publicly accessible electronic means or that the agency will provide access to inspect the record electronically. (b) (2) If the requester is unwilling or unable to access the record electronically, the requester may, within 30 days of following receipt of the agency notification, submit a written request to the agency to have the record converted to paper. The agency shall provide access to the record in printed form within five days of the receipt of the written request for conversion to paper.

Please be advised that this correspondence will serve to close this record with our office as permitted by law.

If you have any questions, please do not hesitate to contact me.

Very truly yours,



Abegale Gibb

Right to Know Officer

File: Right-to-Know 432